

2004 *Snapshots* Submission Guidelines:

Snapshots will continue to be brief electronic updates in newsletter format to illustrate success of BLM offices in meeting the requirements of the National Fire Plan. It will be distributed on a biweekly basis.

Submissions are due on Fridays of the scheduled week, and distribution will normally be done on the following Friday. It is important for states to meet the deadlines in order to maintain a workable publication schedule.

Text should be sent in MS Word format. Article length can be flexible, but ideally should run between 200 and 600 words.

Photos should be sent as separate attachments and not embedded in the text. Photo submissions should include a caption sheet. Submissions should be sent via e-mail to: Dave_Vickery.nifc.blm.gov
(208) 387-5272

Save photos as .tif (.jpg is acceptable if .tif is not available) and send them as attachments. Photos should have image resolution of 100 dpi.

Each project highlighted should include a local name and telephone number for follow-up questions from readers.

Each state will have opportunity to include articles in six separate issues of *Snapshots*. States can submit up to three articles for each submission date. A total of 24 issues of *Snapshots* will be completed during the year.

Schedule for submissions for *Snapshots* through December 2004.

SNAPSHOTS 2004 SCHEDULE

Submission date due	States	Publication date
Feb. 6	CA, AK, MT	Feb. 13
Feb. 20	NV, ID, UT	Feb. 27
Mar. 5	WY, ES, NM	Mar. 12
Mar. 19	AZ, OR, CO	Mar. 26
Apr. 2	UT, ES, NV	Apr. 9
Apr. 16	AK, ID, MT	Apr. 23
Apr. 30	AZ, NM, CO	May 7
May 14	OR, WY, CA	May 21
May 28	AK, ID, OR	June 4
June 11	CA, NM, ES	June 18
June 25	UT, WY, CO	July 2
July 9	AZ, NV, MT	July 16
July 23	AK, NM, NV	July 30
Aug. 6	ES, ID, AZ	Aug. 13
Aug. 20	MT, CA, UT	Aug. 27
Sept. 3	OR, WY, CO	Sept.10
Sept. 17	ID, UT, NM	Sept. 24
Oct. 1	AZ, WY, AK	Oct. 8
Oct. 15	CO, CA, OR	Oct. 22
Oct. 29	NV, ES, MT	Nov. 5
Nov. 12	CA, UT, NM	Nov. 19
Nov. 26	WY, ID, NV	Dec. 3
Dec.10	AK, CO, MT	Dec. 17
Dec. 10	ES, AZ, OR	Dec. 22

Your assistance in production of *Snapshots* is appreciated.